



Transportation Improvement Board
November 18-19, 2004 – SeaTac, Washington
Meeting Location: SeaTac City Hall
4800 S. 188th Street, SeaTac, WA 98188
206-973-4800
Lodging Location: Hilton Seattle Airport
17620 Pacific Highway S., SeaTac, WA 98188
206-244-4800

November 18, 2004
WORK SESSION AGENDA

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<i>Sidewalk Deviation Request</i>		
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<i>Emergent Nature Request</i>		
1:15 PM	B. City of Grandview: 2 nd Street Signal	Greg Armstrong 24
<i>Policy, Program & Project Issues</i>		
1:30 PM	C. FY 2006 Project Selection	Steve Gorcester 28
2:45 PM	D. Delegation of Authority: Newstreets	Bob Moorhead 31
3:00 PM	E. Bylaw Revision: Reimbursement for Board Travel	Rich Struna 33
3:30 PM	F. Program Development	Steve Gorcester 1
Dinner (<i>on your own</i>)		



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November 19, 2004 – 9:00 AM
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Program Development Update

November 18, 2004

BACKGROUND

The Board will have a program development retreat in place of the normal work session on Thursday, January 27, 2005 at Bremerton. The retreat will provide for in-depth discussion of program changes currently being evaluated. This report provides an update on issues described at the September 2004 meeting.

Proposed Program Name Changes

The Director intends to pursue program name changes through legislative adoption of the agency budget, unless otherwise directed by the Board. The specific proposed changes and rationale are as follows:

1. Change "Transportation Partnership Program" to "Urban Corridor Program" (UCP). Transportation Partnership Program has little descriptive value. All TIB projects are partnerships by definition. Encouraging and rewarding partnerships is an important tenant of legislative direction for the Transportation Improvement Account, but the goal is improvement of urban corridors not the partnership itself.
2. Change "Small City Program" to "Small City Arterial Improvement Program" (SCAIP). TIB has three programs for small cities and the current name suggests only one. The urban Arterial Improvement Program responds to physical condition and safety needs; the same basic structure as the current Small City Program.
3. Change "Urban Pedestrian Safety & Mobility Program" to "Sidewalk Program," and "Small City Pedestrian Safety & Mobility Program" to "Small City Sidewalk Program." The new names are more descriptive and less wordy.
4. The official name of the program for paving small cities should be "Small City Paving Program."

The resulting slate of TIB Programs is:

- Urban Corridor Program
- Arterial Improvement Program
- Sidewalk Program
- Small City Arterial Improvement Program
- Small City Sidewalk Program
- Small City Preservation Program (Newstreets)

Proposed Urban Corridor Program

Several program modifications are under consideration along with changing the name to Urban Corridor Program. Individual grants to projects on urban arterials would continue. The major proposed change in practice calls for the Board to consider nominations for urban corridor status from one or more city or county. Once the Board adopts a route as an Urban Corridor and sets an anticipated TIB investment level, the corridor partners could actualize funding commitments for successive phases without a new application. The Board would authorize increments of funding for each phase with the annual priority array, or at any meeting if the phase meets emergent nature guidelines.

Anticipated Benefits of the Urban Corridor Program

- Provides greater leveraging from additional funding partners
- Promotes completion of corridors in a more timely manner
- Reduces administrative expense of TIB and customer agencies
- Promotes optimal construction staging
- Allows more management control over cash flow and large funding commitments
- Prevents tying up TIB fiscal capacity on delayed corridor stages

Defining Urban Corridors

- Principal or major arterials, rarely minor arterials
- State highways when WSDOT concurs and provides funding reasonably consistent with statutory obligations
- Primary utility is for urban traffic
- Connects designated activity centers, downtowns, or manufacturing industrial centers
- Serves dense commercial and/or residential nodes (>10 DU per acre)
- Connects to equal or higher classification of facilities
- Multiple stages are a necessary and reasonable approach to construction of the corridor
- Consistent with and designated in local and regional plans

Proposed Small City Assessment Funding

TIB's small city programs are not broken, however; small cities would benefit from a higher level of customer service and program coordination. The lack of local revenue capacity prevents any significant preservation or improvement of the street network in absence of state or federal assistance. If lack of a grant means no street program at all, grant agencies need to take a more proactive role in ensuring adequate infrastructure in small cities.

The concept for a new program delivery approach calls for selecting small cities for a package of strategic improvements using a criteria-driven priority process similar to TIB's project selection approach. In effect, TIB would select the cities rather than the projects. Project identification and priority would be established by an assessment team of city, community and agency representatives who bring knowledge of multiple programs and resources. The resulting package of improvements would offer greater

progress on infrastructure needs, improved continuity, and greater efficiency from economy of scale and mobilization savings.

Conceptual Criteria for Selecting Assessment Venues

- Economic Development.
- Overall Condition of Infrastructure. Assessment of current pavement condition, roadway deficiencies and functional obsolescence
- Trends in Assessed Valuation/Sales Tax/Population/Budget. Trends showing growth in the area that indicates the community viability
- Lifetime Performance. Previous investment by the transportation improvement board to improve the city's arterial system
- Land Use. Regionally significant facilities such as colleges, hospitals, schools, state or federal agencies or services
- Presence of Other Funding Sources. Commitment from other funding sources such as federal funds, community development block grant, public works trust fund, private developers
- Local Initiative. Extent to which the city utilizes distributed maintenance funds to maintain existing infrastructure
- Community Support. Existing community team and/or plan focusing on vitalize/revitalize of the city's economic welfare

The small city assessment process would not replace current project-by-project grants but would function as a variation on the current program delivery method, similar to the Urban Corridor Program. Small city assessments would be expected to drive investment levels of \$1 million to \$3 million per project package. The assessment team would work to diffuse those costs across a range of state and federal programs.

The Board could consider demonstration projects in both the Urban Corridor Program and Small City Programs. Demonstration projects would offer the opportunity to analyze benefits and cost savings while controlling the overall investment level. Ongoing urban corridor investments would require new law funding authority. Small city assessment funding could be either new law authority or extracted from debt service savings over the next five years.

Urban corridor demonstration projects are available from the current TIB project inventory where successive segments of existing corridor projects await additional funding. Small city demonstration projects could be selected by the Board based on current staff knowledge of needs in various communities.

**Transportation Improvement Board
September 17, 2004
Grandview Senior Center
Grandview, Washington**

MINUTES

PRESENT

TIB BOARD MEMBERS

Councilmember Bill Ganley, Chair
Commissioner Leo Bowman, Vice Chair
Mr. John Akers
Councilmember Jeanne Burbidge
Mr. George Cress
Ms. Kathleen Davis

Councilmember Neil McClure
Mr. Dick McKinley
Mr. Dave Nelson
Mr. David Stalheim
Mr. Steve Thomsen
Ms. Kim Zentz

TIB STAFF

Steve Gorcester
Rich Struna
Omar Mehیار
Bob Moorhead
Eileen Bushman/recorder

TIB BOARD MEMBERS NOT PRESENT

Ms. Paula Hammond
Councilmember Rob McKenna
Mr. Dave O'Connell
Commissioner Mike Shelton

Mr. Arnold Tomac
Mr. Jay Weber
Mr. Theo Yu

CALL TO ORDER

Chair Ganley called the meeting to order at 9:06 AM. He introduced and welcomed the newest Board member, Steve Thomsen from Snohomish County.

WAC PUBLIC HEARING

Steve Gorcester gave a brief presentation on the proposed Washington Administration Code (WAC) revisions. TIB staff identified a change of how funds are allocated that would standardize and simplify current practice. These changes require revisions to the following WACs:

- WAC 479-12-430 – Apportionment of funds to Pedestrian Safety and Mobility Program (PSMP) regions
- WAC 479-14-130 – Apportionment of funds to Transportation Partnership Program (TPP) regions
- WAC 479-12-130 – Apportionment of funds to Arterial Improvement Program (AIP) regions

Chair Ganley opened the Public Hearing for WAC revisions at 9:07 AM pursuant to the authority given under Chapter 47.26 RCW, Chapter 42.30 RCW, the Open Public Meetings Act, and Chapter 34.05 RCW, the Administrative Procedure Act. The hearing was held to consider testimony on the three WAC rules listed above that would provide a standardized allocation methodology using population and functionally classified roadway miles, and allow the Board to adjust the allocation by up to five percent in each region to fully fund a project. There was no written or oral testimony presented during the public hearing.

Assistant Attorney General Jeanne Cushman stated a point of order that this hearing was not being tape recorded, but was recorded by written notes.

MOTION: It was moved by Vice Chair Bowman with a 2nd from Mr. McKinley to adopt the WAC revisions as presented. Motion carried unanimously.

It was clarified that this allocation methodology would not eliminate the five TIB regions.

The public hearing was adjourned at 9:12 AM.

GENERAL MATTERS

A. Approval of July 23, 2004 Minutes

MOTION: It was moved by Vice Chair Bowman with a second by Councilmember Burbidge to approve the minutes of the July 23, 2004 Board meeting as printed. Motion carried unanimously.

- B. Communications** – Steve Gorcester referred the Board to the communications section in the Board packet, specifically noting the articles regarding the funding and groundbreaking of the I-5/172nd Street interchange project in Arlington.

LOCAL PRESENTATIONS

Grandview Mayor Mike Bren and Prosser Mayor Linda Lusk welcomed the Board to this area and thanked them for the support provided on past projects.

The following people provided PowerPoint presentations about TIB projects in their area:

- Cus Arteaga, City of Grandview – Wine Country Road (Grandview project)
- Dan Hesse, Huibregtse, Louman Assoc., Inc – Wine Country Road (Prosser project)
- Ross Dunfee, Benton County – Benton County Intertie (CR-397)
- Russ Burtner and Peter Beaudry, City of Kennewick – Columbia Center Blvd Grade Separation

Chair Ganley thanked all who presented.

NON-ACTION ITEMS

A. Chair's Report to the Board

Chair Ganley thanked Commissioner Bowman for organizing the Thursday evening event. He also thanked Cus Arteaga for arranging the use of the Grandview Senior Center for the TIB meeting.

B. Executive Director's Report

Summary of Applications – Steve Gorcester distributed a summary of applications, comparing the FY 2005 and FY 2006 applications received. There were 454 applications received for FY 2006 with a total TIB funding request of \$523,964,892 and total project cost of \$1,247,006,884. This totaled 32 fewer applications than received in FY 2005.

Delayed Projects – Steve Gorcester provided an update on the Delayed Project responses. Several projects in King County were withdrawn. The withdrawn projects reduce the amount of TIB obligations, and provide surpluses that can be reinvested in other projects. Three projects are not expected to move forward within a year. They are 39th Avenue SE Extension in Bothell, SE Issaquah Bypass in Issaquah, and phase 2 of Coal Creek Parkway in Newcastle.

Newstreets Update – The draft agreement between WSDOT and TIB for paving in small cities is in its final review. At a future meeting, the Board will be asked to delegate authority to the Executive Director to match the WSDOT regional administrator's authority regarding mandatory change orders during the paving of the small cities. Steve thanked WSDOT for their assistance in interpreting the federal ADA requirements. The impact of the ADA ramp upgrades increased the Chelan project by approximately \$75,000.

Project Events – The following project events were highlighted:

Recent Events

- City of Marysville – State Avenue (ribbon cutting)
- City of Yakima – Washington Avenue (groundbreaking)
- Skagit County – Main Street (ribbon cutting)
- City of Arlington – 172nd Street in Smokey Point (groundbreaking)
- City of Mount Vernon – Multimodal Transportation Center (ribbon cutting)
- City of Ferndale – Main Street (ribbon cutting)
- City of Republic – Clark Street and Newstreets (ribbon cutting)
- City of Bingen – SR-14

C. Financial Status

Rich Struna reported that the TIA account has \$14 million in remaining bonding authority. The current TIA account expenditures total \$38.7 million with an account balance of \$19.6 million. UATA expenditures are currently at \$54.6 million with a \$10.5 million balance. The Administrative appropriation is holding steady with a balance of \$1.5 million.

D. Project Activity Report

Steve Gorcester reported that overall, the AIP and PSMP programs had net reductions during the last reporting period, and the TPP and SCP programs increased slightly. Project activities for this reporting period resulted in an increase of \$297,256 in TIB commitments.

ACTION ITEMS

A. Spokane SR-290 RJT Request

Bob Moorhead reviewed the City of Spokane's SR-290 RJT request process that began in February 2004. The Board released the preliminary findings at the July 2004 meeting, which would transfer jurisdiction of Trent Avenue (SR-290) from SR-2/395 (Division Street) to SR-290/290 Spur (Hamilton Street), including one block of West Main Avenue between Browne and Division Streets, from WSDOT to the City of Spokane.

MOTION: It was moved by Vice Chair Bowman with a second from Councilmember McClure to adopt the Spokane SR-290 RJT request and recommend the following final finding to the Legislative Transportation Committee:

The jurisdiction of the section of SR-290 known as Trent Ave. from SR-2/395 at Division St. to SR-290 Spur at Hamilton St., including West Main Ave. between Browne and Division Streets, be transferred from the Washington State Department of Transportation to the City of Spokane.
Motion carried unanimously.

B. Graduated Match for TPP

In the past, the minimum local match for AIP projects was based on an agency's population. The TPP has a single minimum match of 20% for all agencies. As discussed during Thursday's work session, making the recommended change would extend the graduated match policy to TPP projects and change the methodology for both AIP and TPP projects to use assessed valuation instead of population. Implementation of the recommendation would reduce the local match for 71 agencies – 23 counties and 48 cities. The local match requirement would be reduced from 20% to 10% for 58 agencies, with an additional 13 agencies minimum match lowered from 20% to 15%. To do this would require a permanent WAC rule revision.

MOTION: It was moved by Mr. McKinley with a second from Ms. Zentz to direct staff to pursue the permanent WAC rule adoption process that would allow a graduated local match for the TPP and AIP based on assessed valuation starting with the FY 2007 program. Motion carried unanimously.

FUTURE MEETING

The next Board meeting is scheduled to meet in SeaTac on November 18-19, 2004. A meeting notice regarding the November meeting will be sent out on October 28, 2004.

ADJOURNMENT

The meeting adjourned at 11:00 AM.

The News Tribune - Tacoma, WA

Friday, September 10, 2004

[< Back to Regular Story Page](#)

Sumner cheers interchange

ANGIE LEVENTIS; The News Tribune

Three heavy trucks plowed through a strip of yellow construction tape on a new section of highway in Sumner on Thursday, drawing applause and perhaps sighs of relief from a crowd of residents and state and city officials.

The trucks were the first vehicles to cross the new north Sumner interchange, a \$15 million route connecting Highway 167 to the growing industrial area in the city's north end.

It's about time, local officials say.

"We've been waiting for this since the 1970s," said Mayor Barbara Skinner. "And now we finally get to drive on it."

The trio of trucks provided an appropriate ribbon-cutting ceremony: The new freeway interchange at 24th Street East and Highway 167 will reroute trucks that once had to travel through Sumner's downtown to get to the industrial area, giving them easier access to the freeway.

City officials estimate around 2,000 trucks drove through downtown Sumner every day. There are more than 65 industrial buildings in the north end, and city officials hope the interchange will bring more developers to the area at the same time it clears congestion downtown.

As the three trucks rolled through the interchange, the Sumner High School Jazz Ensemble provided music in the opposite lanes. Drummers Dan Ojala, 15, and Adam Johnson, 17, said they enjoyed their freeway gig, especially considering the close encounters they've had with trucks on the city's streets.

"This one just literally about clipped me at a stop sign once," Ojala said. "They don't ever slow down."

Bryan Stowe runs a construction company about a mile from the interchange. He believes the route will help him entice clients who once shied away from the area because of transportation constraints.

"Everybody wants to be close to the freeway and get on and off as quick as possible," he said. "Time is money."

The interchange connects to 142nd Avenue East, a five-lane road and bridge across the Stuck (White) River the city built for \$10 million in 2000.

Sumner officials had feared that all the money and infrastructure would go to waste as funding shortages and environmental impact concerns delayed work on the interchange until June 2003.

State Transportation Department officials began designing the project in the early 1990s and construction was to begin in 1998. But the state had to fill some wetlands and wait for permits from the National Marine Fisheries Service, which was concerned with protecting fish in a nearby stream.

Mayor Skinner said the interchange was proposed when the Highway 167 freeway was built in the late 1960s, but the state ran out of money and eliminated that part of the project. Sumner and state officials have been talking about building the interchange ever since, she said.

"There were some days when I thought, 'This isn't going to happen,'" said City Administrator Andrew Neiditz. "This has been a long-awaited moment in Sumner."

Angie Leventis: 253-597-8692
angie.leventis@mail.tribnet.com

Couplet may hit funding problem

Consultants say traffic may not justify extension project

Megan Cooley

Staff writer

September 28, 2004

Streets can have "S" curves and "U" turns, but it's a "T" in one Spokane Valley road that has added to an ongoing controversy during the last four years.

Appleway Boulevard, the southern leg of the Sprague-Appleway couplet, ends at University Road where drivers must turn either left or right. Straight ahead, drivers can see an unused right of way.

Some citizens praise the couplet for easing traffic congestion through Spokane Valley. They want the city to extend Appleway two miles east, turning that "T" into a through road.

Some blame the two one-way roads for the demise of several stores that line them, and they don't want to subject business owners east of University to the same drop in traffic others have suffered.

But as the debate has raged, one question has attracted little attention: Would the couplet extension be eligible for state funds needed to build it?

Consultants told the Spokane Valley City Council last week that if it doesn't transform Sprague from a sprawling retail corridor to a destination that attracts more shoppers, the city probably couldn't sell the extension project to the state. There might not be enough traffic now for the state to justify spending the money

"You will have to rejustify the couplet based on purpose and function, based on congestion," said Terry Moore, of ECONorthwest, a consultant hired by the city to study the economics of the couplet. "If you don't change the land use in the area, we don't think you'll be able to justify the need."

For the project to be considered for state money, the Spokane Regional Transportation Council (SRTC) must put it on what's called the Metropolitan Transportation Plan (MTP).

"The reason the Valley Corridor Project has not been included in the MTP to date remains the same today as it was in 1998," SRTC Transportation Manager Glenn Miles wrote in an Aug. 12 letter obtained by The Spokesman-Review through a public records request. "There was a lack of sufficient analysis to demonstrate a purpose and need for the project."

The state has \$4.2 million set aside for the work, but that money might never reach Spokane Valley.

"Until such time as the purpose and need has been established and quantified, we're not in the position to justify putting (the extension project) into the Metropolitan Transportation Plan," he said.



Foot traffic is the only traffic east of University Road where the proposed extension of the Sprague-Appleway couplet is under fire. (Brian Plonka/The Spokesman-Review)

Spokane County originally intended for the couplet to reach Barker Road in the east, county engineer Ross Kelley said. The state granted only enough money to go to Pines Road, but the Pines-Sprague intersection was too overloaded to handle the couplet's abrupt ending. University could, so when the couplet was built in 2000, it stopped there.

But much has happened since then.

Spokane Valley incorporated, putting the roadway in the new city's hands.

Other east-west routes, such as Interstate 90 and 16th and 32nd avenues, have been or are being improved, possibly reducing the dependence on the couplet.

And Sullivan Road, a north-south street that has easy access from I-90, has evolved into a thriving retail corridor.

The city can't rely on the old studies – or a simple desire – to justify extending the couplet, Miles said. It has to complete an environmental assessment and new traffic modeling, work that's under way now.

In July, the county counted almost 22,400 eastbound vehicles at the Appleway-Thierman intersection and about 23,300 westbound vehicles at the Sprague-Thierman intersection, Kelley said. Combined, that's almost 12,000 more vehicles than traveled east and west at the Sprague-Thierman intersection in the late 1990s.

But the traffic counts drop farther east along the corridor, Kelley said. At the Sprague-Pines intersection, the county counted 29,400 vehicles in July, up only about 500 over the late 1990s.

The Washington state Transportation Improvement Board is the body that would allocate the \$4.2 million, if SRTC gives the project its nod. If the extension is rejected, the city could change the scope of its work and ask the board to OK that instead, but any new plan still would need to accomplish the couplet's original goals.

If the city decides to abandon the work, it will lose the money.

The possibility that the couplet could continue as an unfinished roadway baffles Jerry Quinn. He's part of a business group that has placed signs in Spokane Valley – one quite visibly at the "T" near University City Shopping Center – that read "Finish the Job."

"If the state decides that I-90 is more important than the Appleway couplet, I've got to question what the purpose of the couplet was in the first place since it ends so disastrously at U-City," Quinn said.

Quinn said companies have spent money positioning their buildings to face customers on the couplet. More business owners, including landowners along the unused right of way who could benefit from the extension, are awaiting a decision, he said.

"It was obviously intended to go beyond where it ends," Quinn said. "There are piles of dirt and Jersey barriers that imply that it will go beyond there."

THE WENATCHEE WORLD *online*

Paving the way: End in sight for Maple Street road work



Paving on Maple Street in Wenatchee means major reconstruction work on the road is nearing an end. Project manager Jim Bartleson said paving should be done by next Wednesday. The \$1.9 million project should wrap up completely by early November, Bartleson said. The road has been widened in areas and sidewalks have been added to both sides of Maple Street. (World photo/Kelly Gillin.)

By Marco Martinez, World staff writer
Friday - October 15, 2004

WENATCHEE — Maple Street's pothole past is about to become a memory as the paving portion of a \$1.9 million reconstruction project is expected to wrap up by the end of Wednesday.

The project, which covered Maple Street between Western and Wenatchee avenues, included:

- u Widening the road to 44 feet from curb to curb to add bike lanes on both sides of the street and a two-way left-turn lane.
- u Adding sidewalks so there are sidewalks on both sides of the street from Western Avenue to Miller Street;
- u Installing storm drain, new lighting and a new irrigation line, as well as relocating existing utilities.

Work on the project began last spring and should wrap up completely by early November, said James Bartleson, project manager with Hammond Collier Wade Livingstone, the engineering firm hired by the city to design the improvements.

Sections of Maple Street were as narrow as 24 feet before the project, said city engineer Don McGahuey.

The wider street and added sidewalks should make it safer for pedestrians, including students who attend Foothills Middle School, he said.

Bartleson said heavy traffic generated by the school, the Wenatchee Valley Senior Center, Cashmere Valley Bank and the ShopKo parking lot entrances has been a big challenge.

"This has been a heavily coordinated job with all the traffic, but I think it's gone about as well as it could have," he said.

Marco Martinez can be reached at 664-7146 or by e-mail at martinez@wenworld.com

Phase 1 of Finley intertie to open with ceremony

Interstate 82, Olympia Street in Kennewick now linked

By Cara Fitzpatrick
Herald staff writer

Four decades after its conception, the first three-mile stretch of a \$13 million road project that will connect two Mid-Columbia highways is complete and the second phase is ready for construction.

A dual ribbon-cutting and groundbreaking ceremony is planned at 4 p.m. today, east of the intersection of Olympia Street and the new County Road 397.

Motorists can begin using the road between Interstate 82 and Olympia Street in Kennewick after the ceremony.

Ross Dunfee, Benton County's public works director, said the size and scope of the project has not been seen in the Mid-Columbia since the construction of I-82.

First identified in the county comprehensive plan in 1966, the intertie project will link Highway 397 in Finley with I-82, crossing Zintel Canyon and passing through the lower portion of the Horse Heaven Hills southwest of Finley.

The road's course will cut through about 10½ miles of farmland and sagebrush, moving about three million cubic yards — about the equivalent of 250,000 dump trucks — of dirt, rock and other materials in the process.

Officials say the intertie will provide a second route to town for Finley's residents, improve emergency response to rural areas and create a more direct path for trucks traveling to and from Finley's 1,000-acre industrial area.

"It's an important project for access and safety," Dunfee said.

The now-complete first phase links Interstate 82 with Olympia Street in Kennewick. It cost about \$2.5 million. About 650,000 cubic yards, or about 55,000 dump trucks of materials, had to be moved out of the way of the incoming road.

"It's very hilly terrain out there," Dunfee said. "We were taking the tops of the hills off and putting them into the valleys."

The base of the largest area to be filled was about two city blocks wide, he said.

Construction on phase two is set to start soon after the groundbreaking today and will continue the course of the road five miles from Olympia Street to Finley Road.

The second phase is expected to cost \$7 million and require about 2 million cubic yards, or about 170,000 dump trucks of material, to be moved.

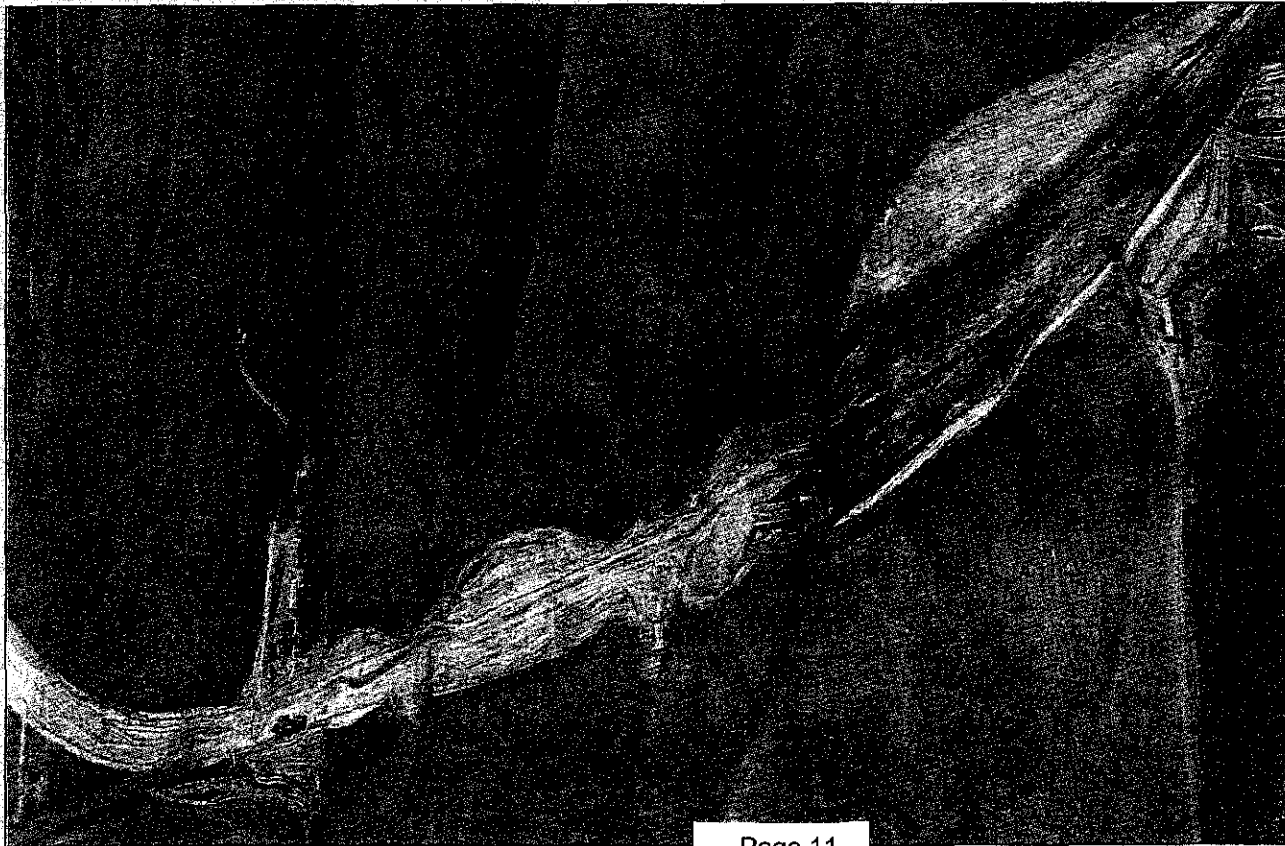
Completion of the second phase is tentatively expected in October 2005.

Phase three will reconstruct two miles of Finley and Riek roads and a half-mile of Piert Road and connect to Highway 397. It will cost about \$3.5 million and move about 350,000 cubic yards of material, or about 30,000 dump trucks. A bridge also will be built over a stretch of railroad tracks near the intersection of Riek and Piert roads.

Completion of the final phase is anticipated by the end of 2006.

Funding for the massive project has come from the state Department of Transportation, the Transportation Improvement Board, the city of Kennewick, Benton County, the Port of Kennewick and the state Department of Community, Trade and Economic Development.

■ Reporter Cara Fitzpatrick can be reached at 562-1542 or via e-mail at cfitzpatrick@tri-cityherald.com.

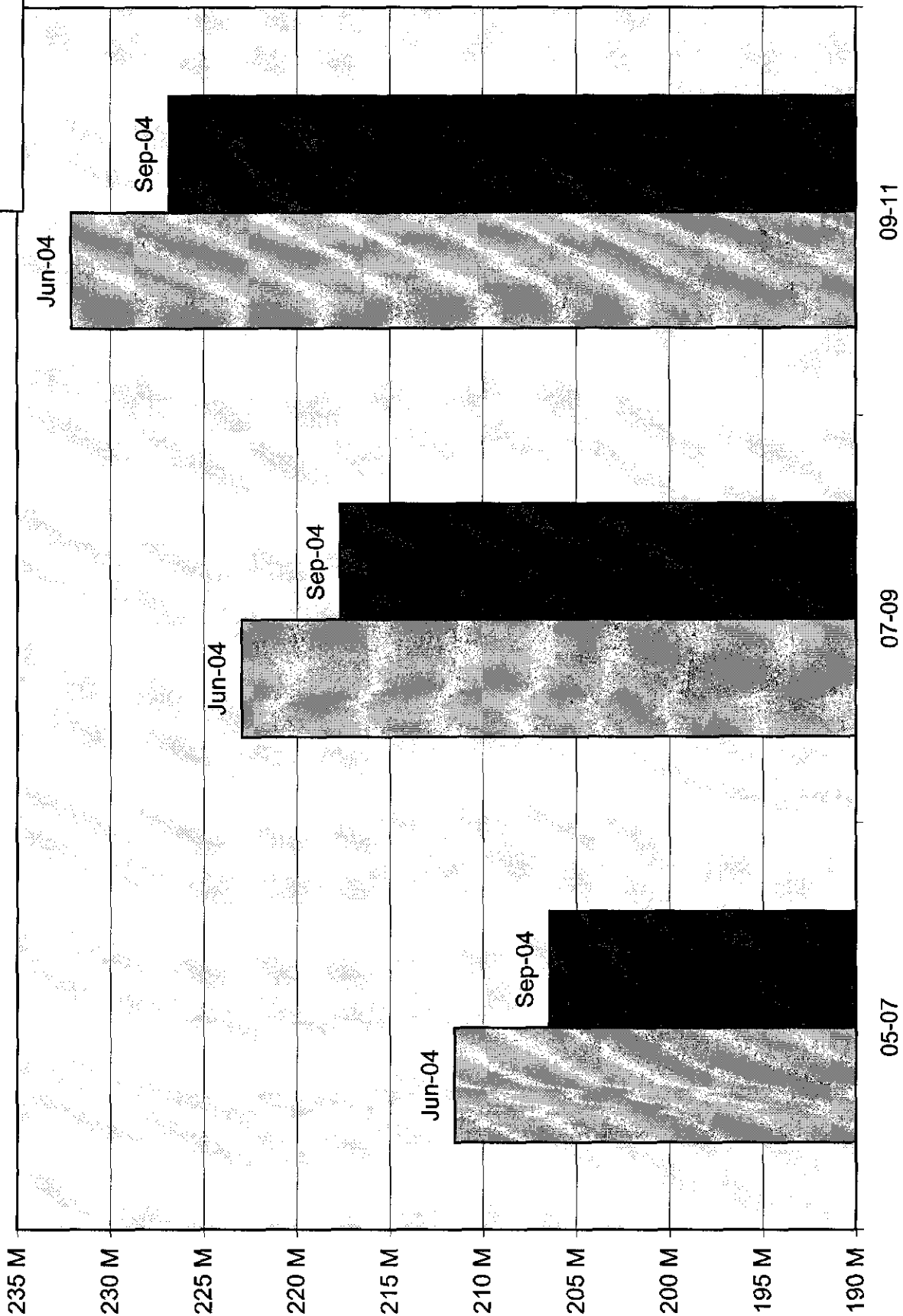


Herald file
The dirt outline of a roadway is visible in an aerial photo taken April 26 as construction crews work on cutting a three-mile swath through a stretch of farmland for the Finley intertie project. The first phase of the \$13 million project is now complete.

OCT. 28, 2004 - TRI-CITY HERALD

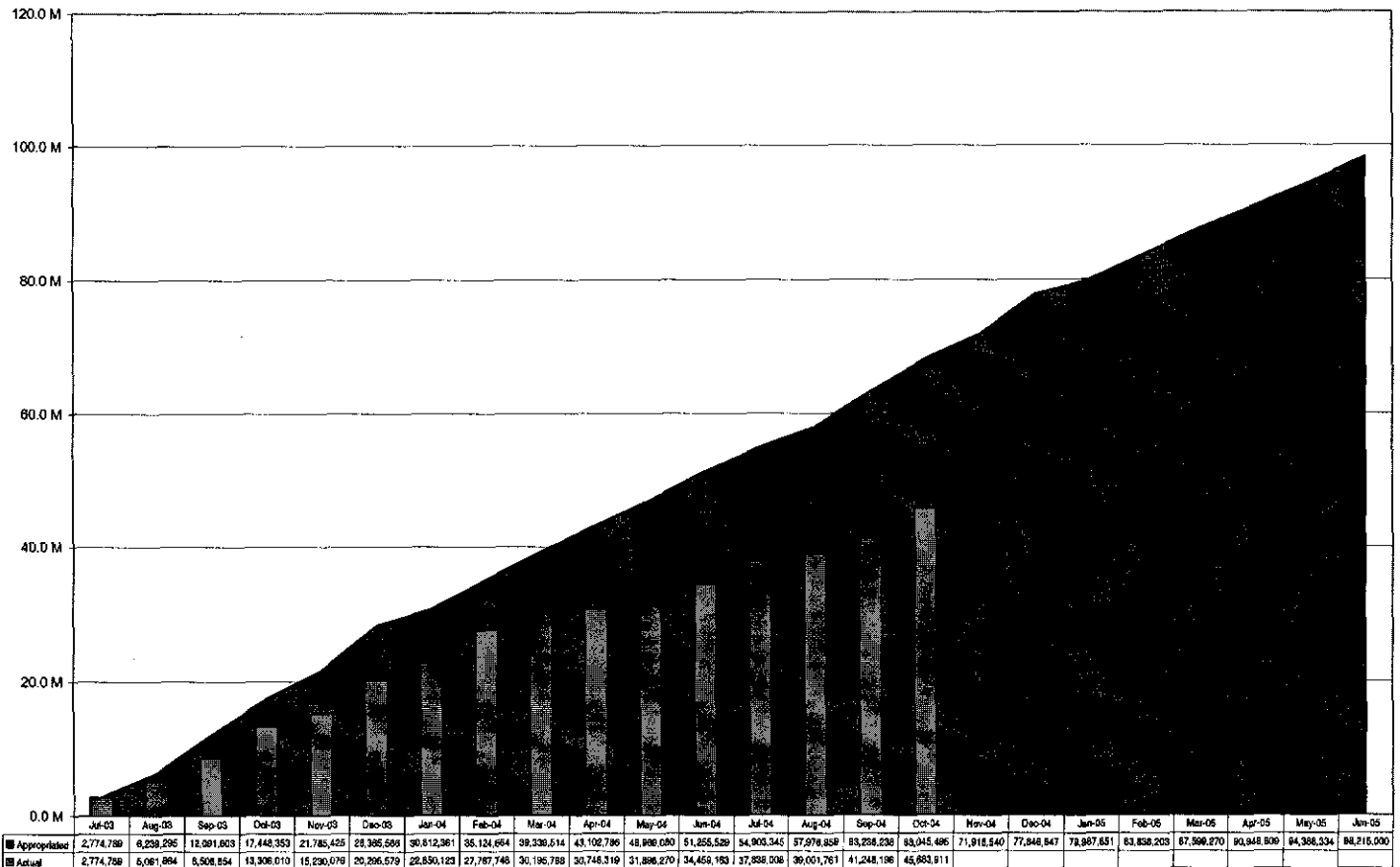
Revenue Comparison June 2004 vs. September 2004

Revenue decreased by
\$15.7 M over the 6 year
financial plan





Transportation Improvement Account (TIA) Appropriated vs. Actual Expenditures



Account	Expenditures	Appropriation	Appropriation Balance	Account Balance
Transportation Partnership Program	45,683,911	98,215,000	52,531,089	
TIA TOTAL	45,683,911	98,215,000	52,531,089	22,382,231.90

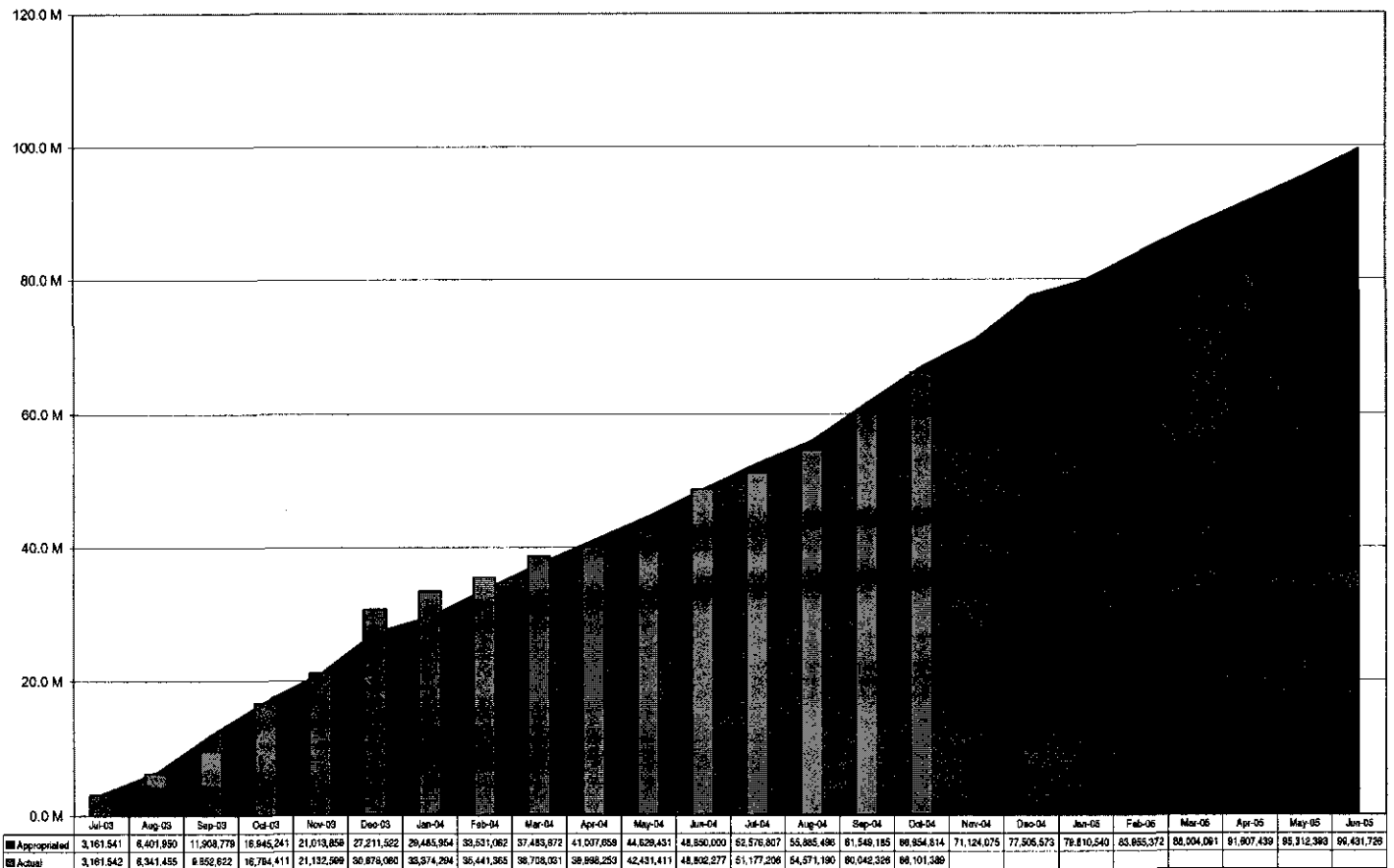
Notes:

- TIB's 2003-05 Capital Appropriation provided \$99,215,000 for the Transportation Improvement Account.
- Ending 2001-03 Appropriation balance for the TIA is \$27,414,344.
- TIA has \$13,955,000 in bond authority remaining (RCW 47.26.500).
- \$10,358,990 in bond proceeds in July 2003
- TIB's Capital Appropriation is managed using the cash method of accounting.

As of October 31, 2004



Urban Arterial Trust Account (UATA) Appropriated vs. Actual Expenditures



Account	Expenditures	Appropriation	Appropriation Balance	Account Balance
Arterial Improvement Program	49,948,882			
City Hardship Assistance Program	1,476,945			
Pedestrian Safety and Mobility Prog.	2,626,210			
Small City Program	12,049,353			
UATA TOTAL	66,101,390	99,201,000	33,099,610	6,328,562.54

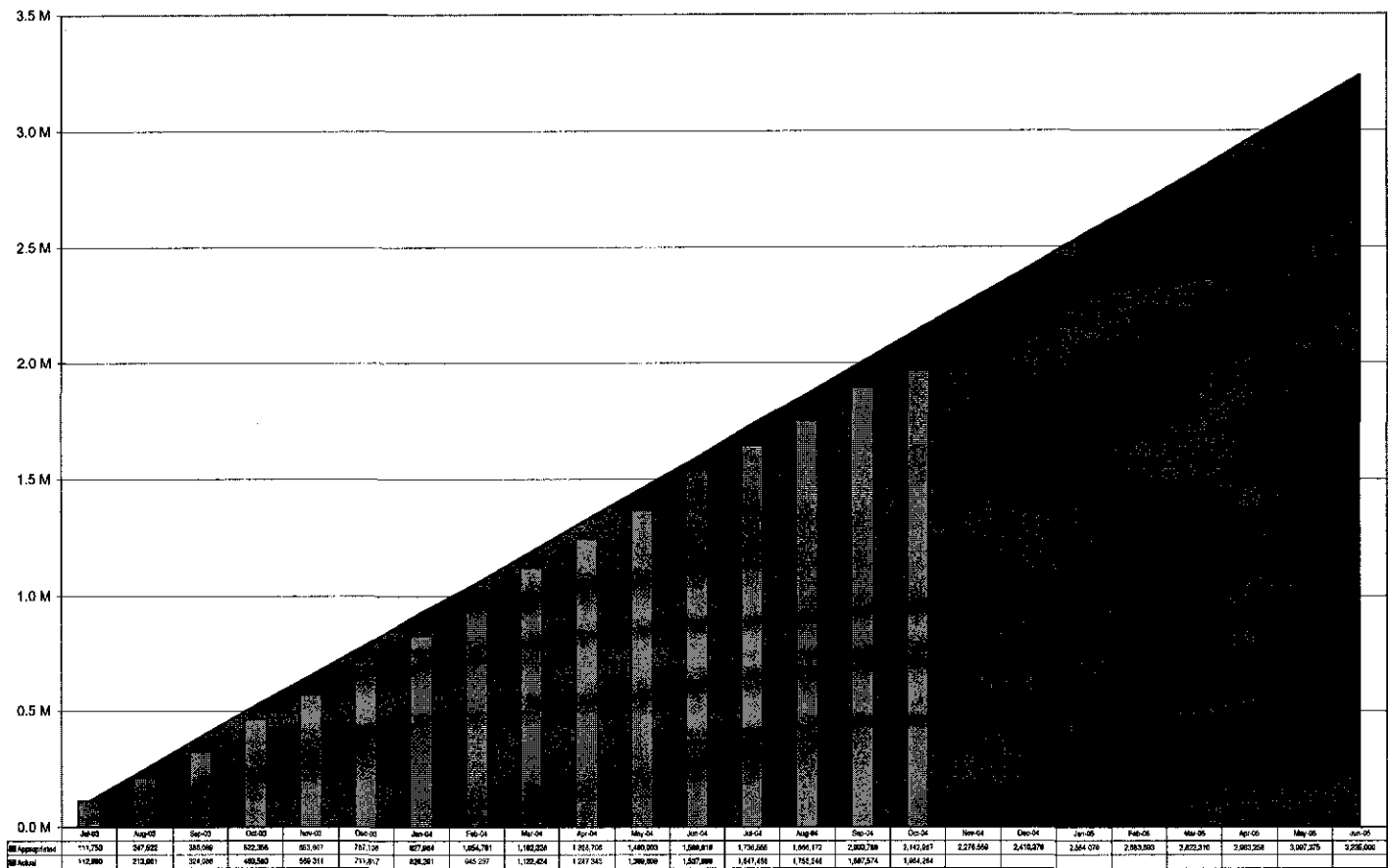
Notes:

- TIB's 2003-05 Capital Appropriation provided \$99,201,000 for the Urban Arterial Trust Account.
- Ending 2001-03 Appropriation balance for the UATA is \$221,653.
- TIB's Capital Appropriation is managed using the cash method of accounting.

As of October 31, 2004



Administrative Expenses Appropriated vs. Actual Expenditures



Account	Expenditures	Appropriation	Appropriation Balance
UATA	982,150		
TIA	982,134		
ADMINISTRATION	1,964,284	3,235,000	1,270,716

A – Salary and Wages	1,282,673
B – Employee Benefits	241,656
E – Goods and Services	325,531
G – Travel	80,408
J – Capital Outlays	34,016
ADMINISTRATION TOTAL	1,964,284

Notes:

- TIB's 2003-05 Operating Appropriation provided expenditure authority for 16.9 FTE's.
- Ending 2001-03 Appropriation balance for Administrative expenses was \$84,308.27.
- TIB's Operating Appropriation is managed using the accrual method of accounting.

As of October 31, 2004



Washington State Transportation Improvement Board Project Activity Report

Reporting Period
From 09/01/2004 to 10/31/2004

Project ID	Agency	Project Description	Current Phase	Phases	Total TIB Funds	Change in TIB Funds	Approval
AIP Program							
8-2-154(011)-1	ANACORTES	H Ave	Bid Award	BA	712,680	0	Director
8-1-817(004)-1	ARLINGTON	67th Avenue NE	Contract Completion	CC	3,246,899	123,509	Director
8-3-009(004)-1	EAST WENATCHEE	Eastmont Ave	Withdrawn	WD	0	0	Director
8-3-161(005)-1	EAST WENATCHEE	Valley Mall Parkway Turn Lane	Contract Completion	CC	438,000	0	Director
8-1-113(006)-1	FEDERAL WAY	S 288th St/Military Rd S	Audit	CC FV AD	1,201,270	0	Director
8-1-134(012)-1	FIFE	20th Street East	Design	DE	664,641	0	Director
8-4-183(001)-1	GRANDVIEW	Wine Country Rd (Construction Only)	Audit	FV AD	696,149	0	Director
8-1-106(028)-1	KENT	Central Ave N	Audit	FV AD	923,999	-1	Director
8-1-017(065)-1	KING COUNTY	140th Avenue SE King Co. 400197	Withdrawn	WD	0	-3,500,000	Director
8-1-017(070)-1	KING COUNTY	Avondale Rd NE King Co. 100799	Withdrawn	WD	118,488	-2,028,970	Director
8-1-017(071)-1	KING COUNTY	Avondale Road (Construction Only)	Withdrawn	WD	0	-1,400,375	Director
8-1-140(015)-2	LYNNWOOD	Olympic View Drive	Withdrawn	WD	0	-1,592,320	Director
8-1-121(003)-1	SEATAC	South 170th St Phase II (Construction Only)	Audit	FV AD	586,188	0	Director
8-1-101(142)-2	SEATTLE	NE Northgate Way Paving	Audit	CC FV AD	64,448	-14,099	Director
8-1-101(150)-1	SEATTLE	Greenwood Ave N	Design	DE	217,079	0	Director
8-1-101(151)-1	SEATTLE	Bridge Way N and Fremont Circulation	Design	DE	281,449	0	Director
8-1-142(008)-3	SNOHOMISH	Avenue D - Stage 3	Bid Award	BA	161,606	0	Director
8-1-031(007)-1	SNOHOMISH COUNTY	148th St SW	Audit	CC AD	1,473,455	0	Director
8-1-031(008)-1	SNOHOMISH COUNTY	Marine Drive NE / NW	Audit	CC AD	4,176,372	0	Director
8-1-031(010)-1	SNOHOMISH COUNTY	39th Ave Realignment	Audit	BA CC AD	232,230	0	Director
8-3-165(073)-1	SPOKANE	Ray Street	Contract Completion	CC	808,484	96,647	Director
8-3-165(073)-2	SPOKANE	Ray Street Mainline, Stage 2	Audit	CC AD	265,062	-52,940	Director
8-3-160(017)-1	WENATCHEE	Maiden Lane & Western Avenue	Audit	CC FV AD	2,253,178	56,193	Director
8-4-172(009)-1	WEST RICHLAND	SR 224	Construction	CN	581,896	0	Director
Total AIP Change						-8,312,355	
CHAP Program							
7-5-188(007)-1	KELSO	North Kelso Ave (Old SR 431)/Redpath St I/S	Audit	FV AD	164,665	0	Director
Total CHAP Change						0	



Washington State Transportation Improvement Board Project Activity Report

Reporting Period
From 09/01/2004 to 10/31/2004

Project ID	Agency	Project Description	Current Phase	Phases	Total TIB Funds	Change in TIB Funds	Approval
PSMP Program							
P-P-817(P01)-1	ARLINGTON	67th Avenue NE	Audit	CC AD	83,920	0	Director
P-W-156(P02)-1	BELLINGHAM	Alabama/Vining St	Audit	CC FV AD	150,000	0	Director
6-W-827(P06)-1	COUPEVILLE	NE Sixth St	Design	DE	6,400	0	Director
P-E-009(P01)-1	DOUGLAS COUNTY	Highline Drive Sidewalk	Audit	CC FV AD	11,055	0	Director
P-W-155(P03)-1	MOUNT VERNON	LaVenture Rd	Bid Award	BA	72,545	-77,455	Director
P-P-804(P04)-1	NORTH BEND	Bendigo Blvd (SR 202)	Bid Award	CN BA	114,359	14,359	Director
P-P-027(P02)-1	PIERCE COUNTY	112th St S	Bid Award	BA	121,333	-28,667	Director
P-W-151(P01)-1	PORT TOWNSEND	San Juan Ave	Audit	CC FV AD	121,521	0	Director
P-E-865(P03)-1	SOAP LAKE	Canna St and Various Intersections	Bid Award	BA	90,880	-8,150	Director
8-5-196(P14)-1	TUMWATER	2nd Ave Sidewalk	Audit	CC FV AD	100,000	0	Director
6-E-867(P01)-1	WILSON CREEK	4th/Navar St	Audit	CC AD	79,441	-3,395	Director
Total PSMP Change						-103,308	
SCP Program							
6-E-930(002)-1	CLE ELUM	First St	Contract Completion	CC	312,043	6,043	Director
6-E-926(003)-1	CONNELL	Clark St	Audit	CC FV AD	474,807	-2,441	Director
6-E-926(004)-1	CONNELL	Elm Street Overlay	Audit	CC FV AD	65,864	-25,136	Director
6-W-955(006)-1	ELMA	Main Street	Audit	CC FV AD	526,198	0	Director
6-E-849(003)-1	ENTIAT	Entiat CBD Sidewalk (SR 97A)	Audit	FV AD	23,950	0	Director
6-E-843(002)-1	LIND	Lind Coulee - Neilson Street Bridge	Audit	FV AD	74,375	0	Director
6-E-852(005)-1	MANSFIELD	Wall (Fifth) Avenue	Audit	CC AD	726,778	-8,147	Director
6-E-943(002)-1	MOXEE	Postma Rd	Contract Completion	CC	403,120	-12,799	Director
6-E-987(002)-1	OMAK	Fourth Avenue Sidewalk	Audit	FV AD	9,780	0	Director
Total SCP Change						-42,480	
TPP Program							
9-P-105(002)-1	AUBURN	SR 18 Westbound On-Ramp	Audit	CC AD	2,739,895	0	Director
9-P-113(004)-1	FEDERAL WAY	Pacific Highway South HOV Phase I	Contract Completion	CC	1,338,650	-11,448	Director
9-P-106(008)-2	KENT	South 228th St	Audit	CC FV AD	142,090	-180	Director
9-P-106(008)-5	KENT	South 228th St	Construction	CN	1,501,100	0	Director



Washington State Transportation Improvement Board Project Activity Report

Reporting Period
From 09/01/2004 to 10/31/2004

Project ID	Agency	Project Description	Current Phase	Phases	Total TIB Funds	Change in TIB Funds	Approval
9-W-197(004)-1	LACEY	Pacific Ave SE/Lacey Blvd SE One-Way Couplet	Audit	CC FV AD	1,514,725	0	Director
9-E-032(010)-2	LIBERTY LAKE	Harvard Rd Pedestrian Overcrossing	Construction	CN	658,695	0	Director
9-P-140(003)-1	LYNNWOOD	SR 99, Stage 1	Contract Completion	CC	3,213,706	0	Director
9-P-205(001)-1	MAPLE VALLEY	Maple Valley Highway (SR 169)	Audit	CC FV AD	1,335,959	-447,079	Director
9-P-148(002)-1	MILL CREEK	Dumas Road	Bid Award	CN BA	3,091,388	-103,962	Director
9-W-195(003)-1	OLYMPIA	Mud Bay Road	Audit	FV AD	1,349,222	0	Director
9-P-101(010)-1	SEATTLE	Lake City Way (SR 522)	Bid Award	BA	2,132,449	-67,551	Director
9-P-101(011)-1	SEATTLE	Alaskan Way Surface Street Improvements	Bid Award	BA	5,070,000	0	Director
9-P-031(008)-1	SNOHOMISH COUNTY	Airport Road HOV Lanes	Audit	CC AD	2,876,562	0	Director
9-P-031(009)-1	SNOHOMISH COUNTY	100th Street SE, Stage 1	Audit	CC AD	2,928,356	0	Director
9-P-031(009)-2	SNOHOMISH COUNTY	35th Ave SE Stage 2	Audit	CC AD	1,850,836	0	Director
9-P-031(010)-2	SNOHOMISH COUNTY	35th Avenue SE	Audit	CC AD	411,050	0	Director
9-P-138(001)-3	SNOHOMISH COUNTY	112th Street SW, Stage 3	Audit	BA CC FV AD	959,586	0	Director
9-P-138(002)-4	SNOHOMISH COUNTY	SR 525 / Paine Field Blvd	Contract Completion	CC	4,269,631	125,000	Director
9-E-032(002)-1	SPOKANE COUNTY	Dishman-Mica Road	Audit	CC FV AD	371,922	544	Director
9-W-184(010)-3	VANCOUVER	SE 192nd Avenue Corridor (Stage 3)	Bid Award	BA	6,190,030	-1,189,970	Director
Total TPP Change					-1,694,647		
Total Change					-10,152,790		

PND - Pending
PD - Predesign
DE - Design
CN - Construction
BA - Bid Award

CC - Contract Completion
FV - Final Voucher
AD - Audit
WD - Withdrawn

Sidewalk Deviation Request Staff Review Arterial Improvement Program (AIP)

Board Meeting Date: November 19, 2004

REGION	Puget Sound	FUNDING YEAR	FY 2004
LEAD AGENCY	City of Pacific	PROPOSED BID AWARD	4/1/2005
PROJECT NUMBER	8-1-117(004)-1	PROJECT LENGTH	1.30 miles
PROJECT NAME	Ellingson Road SR 167 to Skinner Rd (C St)	AADT	10,000
		FUNCT CLASS	Minor
		VE STUDY	N/A

CURRENT PHASE **Design Phase approved on May 18, 2004**

Phase		TIB Funds	Local Funds	Total Cost
DESIGN	Funds to be approved for Design	31,050	0	31,050
	Funds to be approved for Right of Way	60,000	0	60,000
CONSTRUCTION	Funds estimated for Construction	812,050	400,000	1,212,050
TOTAL		903,100	400,000	1,303,100

NONELIGIBLE COST 0

TIB REIMBURSEMENT RATIO 69.3%

LOCAL MATCH PACIFIC \$10,000; WSDOT \$0; City of Pacific (Safeway Mitigation Funds) \$200,000; City of Algona (Safeway Mitigation Funds) \$190,000 for a total of \$400,000

EXISTING FACILITIES Ellingson Road is a four lane roadway with deteriorated pavement and no continuous pedestrian facilities along the route.



PROJECT BENEFITS	<ul style="list-style-type: none">• Improves safety• Reduces congestion• Improves access between SR-167 and the industrial area.
PROPOSED WORK	This project will resurface Ellingson Road between SR-167 and Skinner Road. In addition a new traffic signal and turn lanes will be added at the intersection of Frontage Road and Ellingson Road. A new sidewalk will be added along the south side of the road.
DISCUSSION	<p>The city requests a sidewalk deviation to omit sidewalk along the north side of Ellingson Road between the east side of the Interurban trail where it crosses Ellingson (200' east of Frontage Road) to Skinner Road</p> <p>Justification for the deviation is detailed below:</p> <ul style="list-style-type: none">• Lack of pedestrian generators along the north side of Ellingson Road.• Wetlands located along the north side of Ellingson Road would result in high costs and lengthy delays in project if sidewalk were to be built along the north side.• The requested sidewalk deviation is consistent with the original application and cost estimate.
STAFF RECOMMENDATION	Staff recommends approval of the Ellingson Road sidewalk deviation.
BOARD ACTION	<ul style="list-style-type: none">• Motion to approve the Ellingson Road sidewalk deviation.

1231 FRYAR AVENUE, PO BOX 460
SUMNER, WASHINGTON 98390-1516
T. 253 • 863 • 5128 F. 253 • 863 • 0946
www.parametrix.com

October 22, 2004
PMX No. 214-3805-003 (01/03)

RECEIVED
OCT 25 2004
TIB

Mr. Greg Armstrong
TIB Project Engineer
Transportation Improvement Board
PO Box 40901
Olympia, WA 98504-0901

Re: Ellingson Road Pedestrian Improvement Project (SR 167 to Skinner Road)
Request for Deviation – TIB Project Number 8-1-117(004)-1

Dear Mr. Armstrong:

As noted in our original Prospectus, improvements to the project will include the installation of sidewalks, where none presently exist, along the south side of Ellingson Road for the full length of the project. No sidewalks are planned along the north side of the project except at specific locations as noted below.

On behalf of the City of Pacific, we are hereby requesting a deviation from TIB policy to allow the construction of sidewalks on one side (south side) of the roadway only for the following reasons:

1. **Connectivity:** Except at three locations, there is no development along the north side of Ellingson Road. The Safeway Distribution Center is located at the far east end of the project at Skinner Road and two businesses are located at the intersection of Frontage Road on the west end of the project. Four houses are also present at the intersection of Milwaukee Avenue and Ellingson Road.

The Safeway Distribution Center is not a shopping facility and is therefore not a generator of pedestrian traffic.

In the vicinity of the Ellingson Road/ Frontage Road intersection, sidewalks will be installed on both the north and south sides of Ellingson Road through the areas of development. The Interurban Trail crosses Ellingson Road approximately 200 feet east of Frontage Road. A new traffic signal will be installed at Frontage Road and 10-foot-wide sidewalks will be installed on both the north and south sides of Ellingson Road to route trail traffic across Ellingson Road at the new signal. The existing crossing will be closed.

The four houses at the Milwaukee/Ellingson intersection have access to the signalized intersection that will allow use of the sidewalk on the south side of Ellingson Road.

Five roadways intersect Ellingson Road through the project area. Traffic signals exist at three of the locations and a new signal will be installed at the fourth location as a part of this project. Pedestrians proceeding south

to Ellingson Road along four of these roadways can cross at a signalized intersection to use the sidewalk on the south side of the road.

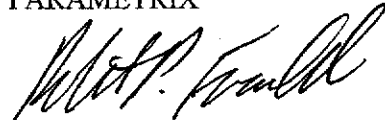
City of Pacific standards require that any new development along the north side of Ellingson will include the construction of sidewalks along the frontage of the development.

2. **Environmental:** Preliminary investigation indicates that the majority of the undeveloped area on the north side of Ellingson Road is wetland, beginning at the toe of the existing roadway fill. Construction of sidewalks on the north side will impact these wetland areas, requiring additional mitigation measures. This mitigation will result in increased costs.
3. **Cost:** The condition of Ellingson Road has deteriorated since the original construction cost estimate was developed. It now appears that an overlay will not be sufficient in some areas and that removal and reconstruction will be necessary. This will increase the construction cost over the original estimates. Construction of new sidewalks on the north side of Ellingson would result in an additional increase in the project cost.

If possible, we request that this deviation request be placed on the next TIB Board meeting agenda. Should you have any questions or need additional information, please feel free to contact me at (253) 863-5128. Thank you for your assistance in this matter.

Very truly yours,

PARAMETRIX

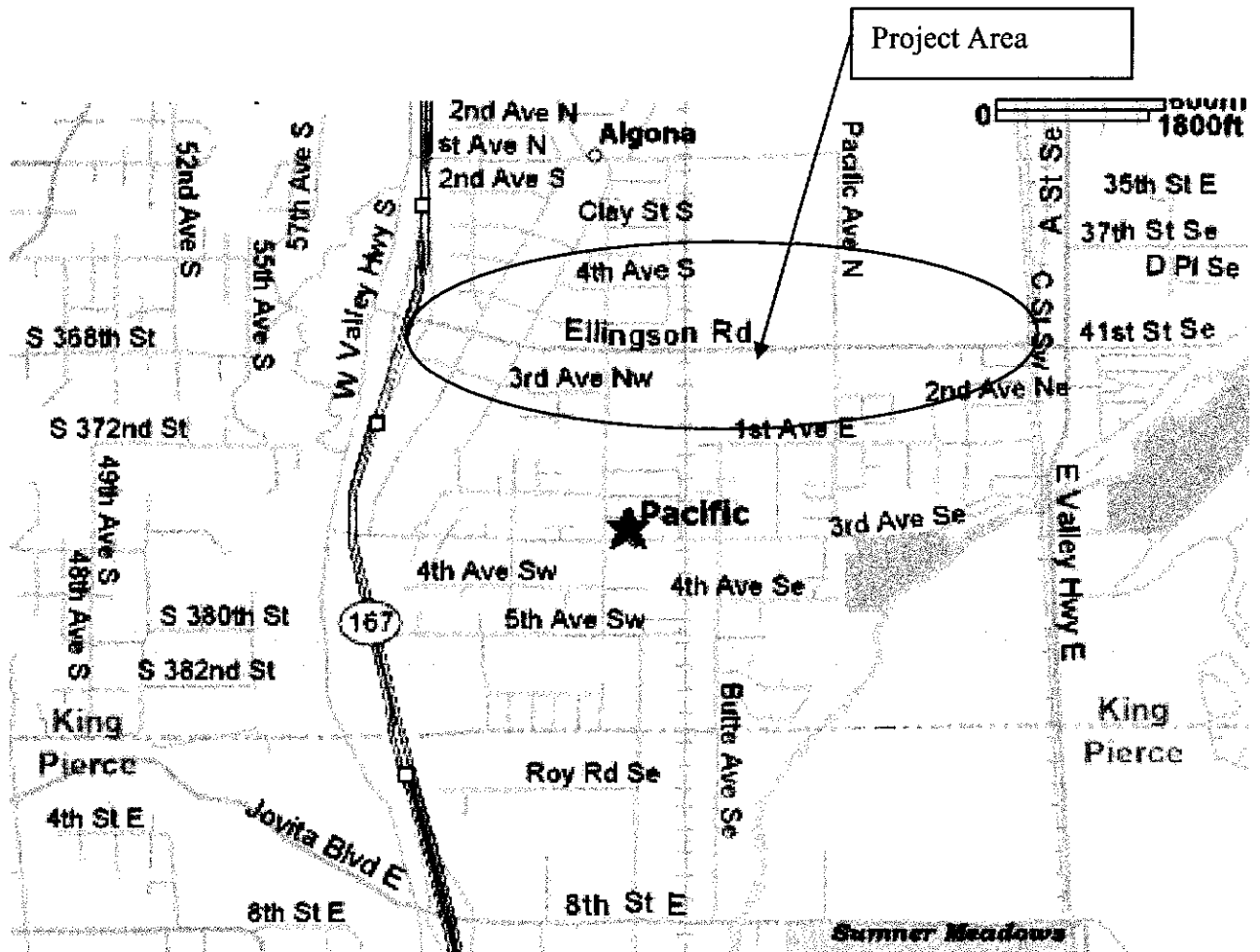


Robert P. Franklin, P.E.
Project Manager

RPF:TW:nkd

cc: John Walsh – City of Pacific
Jeff Morgan – Parametrix

Vicinity Map for Ellingson Road SR-167 to Skinner Road Sidewalk Deviation




Emergent Nature Staff Review
Arterial Improvement Program (AIP)
Board Meeting Date: November 19, 2004

REGION	Southeast	FUNDING YEAR	FY 2005
LEAD AGENCY	City of Grandview	PROJECT LENGTH	0.10 miles
PROJECT NUMBER	8-4-183(003)-1	FUNCT CLASS	Minor
PROJECT NAME	Grandridge Road West Second Street Intersection	AADT	1,500
		VE STUDY	Not Required
		BID AWARD TARGET	Feb 2005

Phase		TIB Funds	Total Cost
DESIGN	Funds estimated for Design	22,500	31,200
	Funds estimated for Right of Way	0	0
CONSTRUCTION	Funds estimated for Construction	165,000	230,800
TOTALS		187,500	262,000

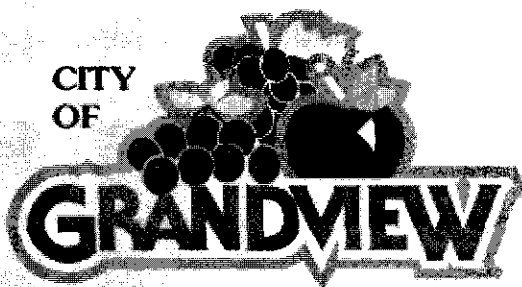
NONELIGIBLE COST	\$0	TIB REIMBURSEMENT RATIO	71.6%
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LOCAL MATCH	GRANDVIEW \$37,500; WSDOT \$0; Federal Funds \$37,000 for a total of \$74,500
EXISTING FACILITIES	The signal at the intersection of Grandridge Road and West Second Street was demolished by a corn truck driven by an unauthorized driver.



PROJECT BENEFITS	<ul style="list-style-type: none"> • Restores safe operations • Improves ADA accessibility
-------------------------	--

PROPOSED WORK	Replace the traffic signal system and bring ADA ramps up to current standards
DISCUSSION	<p>The city has requested \$187,500 in AIP funds to replace the existing traffic signal at Grandridge Road and West Second Street that was demolished September 26, 2004 when struck by a corn truck.</p> <p>The city is requesting TIB Emergent Nature funds for the following reasons:</p> <ul style="list-style-type: none">• FY 2006 funding cycle closed August 31, 2004 and absence of a signal creates a critical safety problem.• The traffic signals and controller were uninsured and the City has very limited reserve funds to cover unanticipated accidents. <p>TIB will only participate in the cost of replacing the signal. Costs associated with improving the turning radius and ADA ramps will be covered by other funding sources.</p>
STAFF RECOMMENDATION	Staff recommends approval of \$187,500 in AIP funds this project.
BOARD ACTION	<ul style="list-style-type: none">• Motion to approve \$187,500 in AIP funds through the emergent nature process for the replacement of the traffic signal system on Grandridge Road



207 W. 2nd Street • Grandview, Washington 98930 • (509) 882-9200

56
b6reg
File
RECEIVED

OCT 11 2004

TIB

October 7, 2004

Steven Gorcester, Executive Director
Transportation Improvement Board
P.O. Box 40901
Olympia, WA 98504-0901

Regarding: Emergent Fund Program

Dear Steve:

Please consider this letter as a follow up to our September 28, 2004 telephone conversation regarding the accident on September 26, 2004 at the intersection of Grandridge Road and West Second Street in the City of Grandview. As we discussed, the accident demolished six power poles, two fire hydrants and completely destroyed our signalization equipment. The accident was caused by a contract employee from the Grandview Foods LLC, Inc. (a frozen corn processing plant) driving a semi-truck and trailer around the block. The person driving the truck, which caused the accident, was not an employee of the private trucking company and most importantly was not authorized to drive or move the vehicle; he was apparently employed by a private contractor and working in the plant.

We are anticipating that we will have a difficult time collecting any insurance money from the trucking company because the person was not their employee and we are also anticipating the same problem from the corn plant because the employee left his post to go on a joy ride in a vehicle that was not owned by the corn plant or the contract employer of the driver. Therefore, we have instructed our City Attorney to file claims against the driver, the contractor, the trucking company and the corn plant in order for the City of Grandview to try to recover any type of reimbursement for the damages. It is almost a certainty that the City will have to commence legal action as the various parties are denying liability. This can be a lengthy process and we must find other ways to fund the reinstallation of the necessary signalization equipment in order to safely move vehicle and pedestrian traffic through this intersection.

The proposed replacement signalization equipment will consist of a new steel pole signal system with mast arms, detection loops and pedestrian signals, the installation of ADA curb ramps, improving sidewalk corners, modifying the turning radius, and storm drainage at the northwest corner of the intersection. The estimated cost for the equipment, the engineering and the construction is estimated at \$262,000, along with an estimated eight-month construction time frame.

In reviewing our project we considered the following funding options:

FAX 882-3099
Municipal Court 882-9202
City Attorney 882-1421

Fire Dept. 882-9280
Public Works Dept 882-9211
Parks & Recreation Dept. 882-9219

Library 882-9217
Police Dept. 882-2000
Bldg Dept./Code Enforcement 882-9225

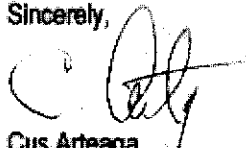
- Using City Street Fund reserves, however at the present time, the City of Grandview's Street Budget has an ending fund balance of only \$20,217.82 and would require a fund transfer loan from the Current Expense Fund of approximately \$50,000 to cover all of the 2004 over expenditures. With the lost revenue of approximately \$700,000, annually as a result of losing MVET and Sales Tax Equalization funds the City has already had to cut-back services and ask voters for additional utility tax. Next year the City will be faced with this again due to increasing costs, particularly medical insurance and employer retirement contributions. A transfer of funds from Current Expense would be an unlikely possibility.
- We have contacted the WSDOT regarding the ability to use TEA-21 funds. The City of Grandview has approximately a \$37,000 balance in reserve funds from our annual allocation program. These funds can be used as matching monies for other grants.
- The City of Grandview considered an inter-fund loan from the Water/Sewer Departments. However, during the month of August 2004, we experienced a major sewer pipe failure of our 20-inch force main that is located under the Yakima River bed and our Council had to declare the repairs as an emergency repair and authorized the expenditure of approximately \$120,000. We also have an additional 20-inch sewer force main located in the same area that is scheduled to be televised and inspected during the month of November 2004, in order to determine whether this pipe will also need to be rehabilitated at an additional estimated cost of a \$120,000. These emergency repairs will result in a utility increase to our customers.
- Apply for emergency grants.

Please consider this letter a request for financial assistance for the emergency funds needed for the replacement of the signalization equipment at the intersection of Grandridge and West Second Street. We are hopeful that we can receive grant funding assistance from TIB for the construction, engineering and equipment expenses, and to use TEA-21 Funds along with City funds to satisfy the required match. We are also, proposing to reimburse TIB with funds that we are able to recover from the insurance companies settlements, except the amount expended immediately following the incident for emergency repairs and to clear the debris.

Please let me know if TIB has a program that we can apply to for assistance and, should you have a program that can financially assist our current situation. Please let me know the process for obtaining approval for the needed funds.

Our Mayor, our City Administrator, and I are all available to attend a TIB board meeting to explain our situation in more detail. Should you need additional information or have any questions please do not hesitate to contact me at (509) 882-9211. Thank you for your help and consideration of our request.

Sincerely,


 Cus Arteaga
 Public Works Director



FY 2006 Priority Array Summary

November 19, 2004

BACKGROUND

The FY 2006 Priority Array for the TIB's five primary funding programs is presented for approval at this meeting. The overall timeline of activities that have brought us to this project selection milestone are as follows:

May 2004: Board sets target sizes for FY 2006 funding cycle.

June-July 2004: TIB staff conducted 22 funding workshops across the state.

August 31, 2004: Deadline for submitting applications

Summary of Applications Received

Program	Applications	Funds Requested	Funds Available
TPP	101	\$219,693,460	\$31,500,000
AIP	135	\$248,485,451	\$28,500,000
U/PSMP	53	\$5,675,325	\$1,100,000
SCP	103	\$41,473,837	\$8,200,000
SC/PSMP	61	\$4,949,675	\$1,100,000
TOTALS	453	\$520,277,748	\$70,400,000

Timeline

Sept.-Oct. 2004

TIB staff entered project application data, calculated preliminary ratings, and made site visits to the application project sites.

Oct. – Nov. 2004

Based on field reviews, staff finalized ratings in each program and reviewed the results with the Executive Director. The proposed priority array was assembled and printed.

Nov. 19, 2004

The Board selects the FY 2006 projects in each funding program.

Feb. 1, 2005

The project list is transmitted to the Senate and House Transportation Committees.

July 1, 2005

TIB funds become available.

Summary of Recommended Funding

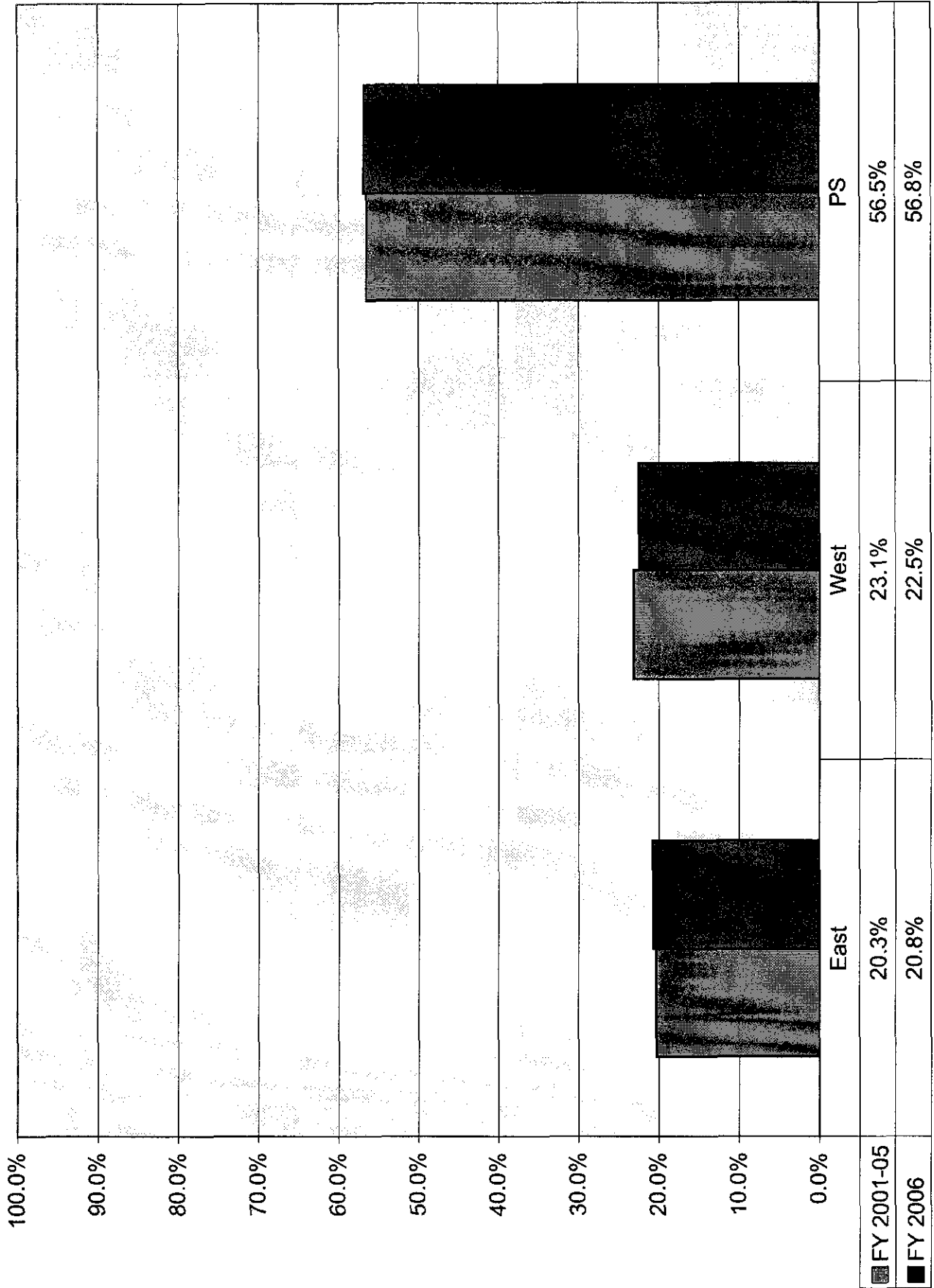
Program	Nbr of Recommended Projects	Recommended TIB Funds	Total Project Cost
TPP	15	\$31,504,805	\$104,681,257
AIP	17	\$28,384,031	\$50,124,925
U/PSMP	9	\$1,079,435	\$2,093,988
SCP	18	\$8,180,224	\$12,102,784
SC/PSMP	13	\$1,141,569	\$1,679,685
TOTALS	72	\$70,290,064	\$170,682,639

RECOMMENDATION

Staff recommends the Board adopt the FY 2006 Priority Array as presented.

Allocation Methodology

FY 2001-05 vs FY 2006





Newstreets Delegation of Authority

November 19, 2004

BACKGROUND

Change Orders

At the September 2004 Board Meeting, the Executive Director's Report introduced the issue of change orders on WSDOT contracts for Newstreets Projects, and the need for TIB to be able to act in a timely manner to concur with "required change orders." The WSDOT Project Engineer has on-site authority to approve change orders of up to \$50,000 in value, and the WSDOT Regional Office has authority to approve change orders of up to \$200,000. The WSDOT Agreement further defines change orders as "mandatory" (based on field conditions and needed to complete the project) or "elective" (additional work that may be desirable). TIB staff proposes that the Executive Director be delegated authority to approve these change orders, and report actions to the Board. For the \$50,000 level, the Executive Director's authority is within the established \$125,000 increase authority for "regular" Small City Program projects. As the usual cost of a small city Newstreets Project is under \$500,000, it is unlikely the \$200,000 increase for a single change order would be reached except in extreme circumstances.

Project Selection

Another issue regarding the Newstreets Program is the project selection process. Those projects being proposed in conjunction with a WSDOT State Route overlay project usually have long lead times that allow staff to bring recommended project to the Board for formal selection. There may, however, be "emergent nature" Newstreets projects where the paving opportunity arises more quickly, perhaps in the form of a major private development paving operation, and it may be advantageous to select a project between Board Meetings. For this situation, staff recommends that the Executive Director be delegated "emergent" project selection authority with a maximum TIB commitment of \$200,000. All proposed Newstreets Projects requesting more than \$200,000 in TIB funds will be brought before the Board for selection consideration.

RECOMMENDATION

Staff recommends the following sections be added to the current "Delegation of Authority to the Director."

Newstreets Program:

- Project selection – The Executive Director is given authority to select emergent nature small city Newstreets Program projects with a maximum TIB funding commitment of \$200,000.
- Funding consideration – The Executive Director is given authority to authorize project funding of up to \$200,000 for emergent nature Newstreets Program projects within available budget, fund balance, and cash flow projections.

- Change orders – The Executive Director is given authority to approve Newstreets Project change orders on WSDOT-administered contracts as follows:
 - \$50,000 for change orders approved by the WSDOT Project Engineer.
 - \$200,000 for project change orders proposed by the WSDOT Region Office and referred to the TIB Executive Director for approval.
- Reporting requirements – The Executive Director shall report the activities of the Newstreets Program to the Board as part of the Project Actions Report at each regular board meeting.

BOARD ACTION ITEM: Motion to approve the recommended changes to the “Delegation of Authority to the Director” regarding the Newstreets Program.



Internal Revenue Service (IRS) Travel Ruling

November 19, 2004

BACKGROUND

TIB staff has been informed by the Office of Financial Management (OFM) of a recent change in the interpretation of IRS tax rules and its effects on the reimbursement of Board member travel expenses. Currently, Board members are reimbursed using a classification system established by OFM. Under the classification system, Board members are reimbursed the daily per diem rate for each day or portion thereof spent to conduct board business. Historically, travel expenses reimbursed under this option do not meet the requirements of an accountable plan as defined by the Internal Revenue Service and are subject to federal income taxes. As a result, Board members who accumulate more than \$600 in reimbursements for non-overnight travel for the 2004 calendar year will receive an IRS form 1099.

This recent interpretation of IRS rules requires Board members to be classified as either a public or non-public officer to determine the applicability of all employment taxes (W-2) or reporting for income tax purposes (1099) when reimbursed non-accountable (taxable) travel expenses. The Office of Financial Management has requested that the Attorney General's Office provide legal guidance on the placement of Board members in the different categories. This classification determines the taxability of non-accountable travel expenses. This issue has left state boards and commissions faced with a potential IRS audit finding and associated penalties for underpayment of social security taxes and under withholding of federal income taxes for previous calendar years.

STATUS

Based on legal guidance from the Attorney General's Office, Board members are classified as public officers. With this classification, the Board will be required to adopt the state's "accountable plan" under which, Board members will be reimbursed allowable meal and lodging expenses on the same basis, and under the same regulations, as state officials and employees.

RECOMMENDATION

OFM policy 10.70.30.b requires the Board to adopt an internal travel policy defining its travel reimbursement practices.

- Adopt changes to Article IX of the Board bylaws.

BOARD TRAVEL

DEFINITIONS

Official Station - The city, town, or other location where the board member or board member's office is located, or the city, town, or location where the board member's work is performed on a permanent basis. For the purposes of these travel regulations, Olympia, Tumwater and Lacey are considered to be the same official station. A board member's official station is to be designated by the board.

Official residence - The city, town, or other location where a board member maintains a residence that is used as their primary domicile. Determinations by the chair regarding a board member's official residence are to be based on items such as voter registration, ownership, or long-term rental of a personal residence.

Per Diem Expenses – Daily traveling costs covering lodging expenses and subsistence expenses while in travel status.

Travel Status - When an board member is away from their official station and official residence on official state business for a period of at least three hours before and/or past their normal work schedule.

Work Schedule – The starting and ending times as set by the meeting agenda.

Local Airport - The airport that offers regularly scheduled air service that is closest to the point from which travel begins. In most situations it would be the airport closest to the travelers' residence. For out-of-state destinations, the closest airport that provides direct out-of-state flights may be considered the local airport.

Responsibilities of the Chair and Traveler

The Chair has primary responsibility for ensuring that any travel by a board member is authorized under article IX of the Board Bylaws, obtained at the most economical price, and is both critical and necessary for state business.

The traveler on official business is expected to exercise the same care in incurring expenses and accomplishing the purposes of the travel that a prudent person would exercise if traveling on personal business.

Excess costs, excessive round about routes or detours, delays or luxury accommodations unnecessary or unjustified in the performance of official business travel are not considered acceptable as exercising prudence.

Board members are responsible for excess costs and any additional expenses incurred for personal preference or convenience.

Travel Policy

All out-of-state travel is to be authorized in advance by use of a Travel Authorization Form (A40) or other equally effective means signed by the Chair. All authorized travel shall be for official state business.

If a question arises regarding the method of reimbursement to be allowed a board member, the Chair will determine the option that is most advantageous or economical to the state. This determination will not be influenced by the personal travel plans of the board member.

When severe inclement weather conditions exist while on travel status are such that the board member determine that they cannot safely return promptly to their official duty station or official residence, the board member may remain overnight and be reimbursed for the expenses of the "normal" return night (or longer, if the severe, inclement weather conditions have not subsided).

Reimbursement for lodging expenses incurred at a lodging facility located within fifty (50) miles of the closer of either the board member's official residence or official station is prohibited except under one of the following two conditions:

- An overnight stay in commercial lodging to avoid having a board member drive back and forth for back-to-back late night/early morning meetings, or
- An overnight stay in commercial lodging to avoid traveling in severe inclement weather situations.

The purchase of lodging accommodations and rental motor vehicle services required when conducting official state business can be made through the Department of General Administration-authorized travel charge card system. Receipts are still required for reimbursement on a travel voucher. If the state travel charge card system is not used, a board member may pay for eligible services from personal financial resources.

Reimbursement of Travel

Travel status must be achieved for reimbursement of subsistence or lodging.

Travel expense voucher must be completed correctly with all required information and attached receipts.

Reimbursement of Lodging Expenses

Reimburse lodging expenses at actual costs, as **evidenced by a receipt**, up to the specific daily maximum allowable lodging rate in effect at the time of travel for the specific area or locality, UNLESS

An exception is specifically provided by statute, or Authorized by Subsection 10.30.20.

The maximum allowable lodging rates for the continental USA (CONUS) are stated in Schedule A and Schedule B.

The maximum allowable lodging rates for areas outside CONUS are stated in Schedule C.

Travelers requesting reimbursement for staying in commercial lodging facilities must obtain **original receipts** and attach them to their Travel Expense Voucher.

In the following situations, the maximum allowable lodging amounts may not be adequate and the chair may approve payment of lodging expenses not to exceed 150% of the applicable maximum per diem amounts listed in Schedule A, Schedule B, or Schedule C of OFM's travel regulations:

When a traveler is assigned to accompany an elected official, a foreign dignitary, or others as authorized by law, and is required to stay in the same lodging facility.

When costs in the area have escalated for a brief period of time either during special events or disasters.

When lodging accommodations in the area of the temporary duty station are not available at or below the maximum lodging amount, and the savings achieved from occupying less expensive lodging at a more distant site are consumed by an increase in transportation and other costs.

The traveler attends a meeting, conference, convention, or training session where the traveler is expected to have business interaction with other participants in addition to scheduled events. Further, it is anticipated that maximum benefit will be achieved by authorizing the traveler to stay at the lodging facilities where the meeting, conference, convention, or training session is held.

To comply with provisions of the Americans with Disabilities Act (refer to Subsection 10.10.40), or when the health and safety of the traveler is at risk (refer to Subsection 10.10.35).

When meeting room facilities are necessary and it is more economical for the traveler to acquire special lodging accommodations such as a suite rather than to acquire a meeting room and a room for lodging.

In the following situations, the chair may approve payment of lodging expenses in excess of 150% of the applicable maximum per diem amount for the location (10.30.20.b):

The traveler is required to attend a meeting, conference, convention, or training session where the traveler is expected to have business interaction with other participants in addition to scheduled events; AND

It is anticipated that maximum benefit will be achieved by authorizing the traveler to stay at the lodging facilities where the meeting, conference, convention, or training session is held; AND

The lowest available advertised lodging rate at the lodging facility exceeds 150% of the applicable maximum per diem amount for the location. Documentation supporting the lodging rates is to be attached to the travel voucher or its file location referenced.

When any exception to the Maximum Allowable Lodging Amount is used, the traveler is to select the most economical room available under the circumstances (10.30.20.c).

Include the written approval for the exception, signed by the Chair, as part of the payment document. Also provide an explanation describing why an exception was necessary (10.30.20.d).

When utilizing any of these conditions, the TIB will not to treat any board member differently under like travel circumstances (10.30.20.f).

Maximum allowable lodging amounts may not always be sufficient for the TIB to rent properties with the facilities needed to host a meeting, conference, or training session for Board and staff. When this occurs, the TIB may increase the lodging reimbursements up to 125% of the applicable maximum allowable lodging rates contained in Schedule A, Schedule B, or Schedule C (10.30.25).

Reimbursement of Meals

Board members can choose subsistence reimbursement on either a meal allowance or actual cost basis (can not exceed allowed amount as set by OFM). A meal allowance is an entitlement and board members are not required to show proof of actually buying a meal. There is no entitlement to a meal allowance when meals are furnished (e.g. seminars, training) except for continental breakfasts and airline meals. The rate of reimbursement is determined by the location that the board member is visiting.

To be eligible for reimbursement, the board member must be gone for the entire meal period as set by the agency.

Breakfast - The board member must be in travel status continuously for at least one and one-half hours before the start of their regularly scheduled shift.

Lunch - The board member must be in travel status for the entire period in which the board member normally eats lunch.

Dinner - The Board member must be in travel status continuously for at least one and one-half hours after the end of their regularly scheduled shift.

Reimbursement for a meal may include a customary gratuity. Total reimbursement for the combined total of the meal and customary gratuity is limited to the applicable per meal limits for the maximum per diem rate for the area.

Additional Reimbursable Items

Authorized private vehicle mileage at current approved rate per mile. Mileage is to be calculated using the point-to-point method. The preferred method for calculating mileage is the State Highway Map. If either the origin or destination is not included in the mileage table found on the State Highway Map, MapQuest.com can be used to calculate the mileage.

Parking fees. Receipt required if over \$50.

Transit fares, ferry fares, bridge and road tolls, and taxi and limousine fares when necessary and on official business. Receipt required if over \$50.

Non-Reimbursable Travel Items

Valet services, entertainment expenses, radio or television rental, and other items of similar nature. Valet services may be reimbursed for a disabled board member.

Taxi fares, motor vehicle rental, and other transportation costs to or from places of entertainment and other similar facilities.

Travel between official station and official residence.

Cost of personal trip insurance, medical and hospital services.

Personal telephone calls with the exception of brief calls to home as described above.

Any tips for any items that are non-reimbursable.

Out of pocket charges for vehicle service calls caused by the negligence of the traveler. Examples include service charges for delivery of fuel, retrieval of keys from locked vehicles, jump starting vehicles when the lights have been left on, etc.

ARTICLE IX EXPENSES OF BOARD MEMBERS

Members of the Board shall receive reimbursement for expenses and mileage to the extent of the maximum provided by law for attendance and participation in the following activities related to performance of their official duties:

- a. All officially called regular and special meetings of the Board.
- b. Necessary consultations with county, city, transit, ports, Department of Transportation, or Transportation Benefit District personnel.
- c. Dedication ceremonies for transportation projects.
- d. Attendance at regional or area community and transportation conferences or meetings within the state.
- e. Meetings and hearings of committees of the State Legislature as they relate to transportation.

Such, reimbursement shall be considered to be approved automatically by the Board: PROVIDED that questions of the Executive Director concerning definitions of allowable expenses as set forth above shall be referred to the Board for consideration.

With respect to any other activity requiring the attention, attendance or participation of the members or any member of the Board in the performance of their official duties, said member may receive reimbursement for expenses and mileage to the extent of the maximum provided by law with the prior recommendation of the Executive Director and prior approval of the Chair.

Board members will be reimbursed for the maximum allowable travel expenses under the guidelines set forth by the Office of Financial Management in section 10 of the State Administrative and Accounting Manual and TIB's Travel Policy (POL 407-110) for state employees.



Board Meeting Revision: 2005 May/September Meetings
November 19, 2004

BACKGROUND

Action was taken at the July 23, 2004 Board meeting to approve the meeting schedule for the 2005 calendar year. A lodging conflict has resulted in a proposed change, exchanging the May meeting location, which was initially slated for Walla Walla, with the September meeting location, initially slated for Yakima.

RECOMMENDATION

Staff recommends the Board approve that the May meeting will be held in Yakima and the September meeting will be held in Walla Walla.